### \* Filter on:

Var	Variable Entry									
A	Ava	ilable Variants: ▼ Save [	Save As Delete	Show Variable Personalization						
	Ge	neral Variables								
		Variable ≑	Current Selection	Description						
	*	Organizational Unit	+20000000(0ORGU	20000000 State of North Carolina						
	*	Calendar Month(s)/Year(s) (Manda	01/2011 🗇	JAN 2011						
		Job Family(s) (Optional)	đ							
		Job Branch(s) (Optional)	đ							
		Job(s) (Optional)	đ							
		Position(s) (Optional)	đ							
		Employee Group(s) (Optional)	đ							
		Employee Sub Group(s) (Optiona	ō							

### \* Report

Org Unit			Total Turnover Rate %	Separations	Voluntary Turnover Rate % (including Retirees)	Voluntary Separations excluding Retirees	Voluntary Turnover Rate % (excluding Retirees)
20000000	State of North Carolina	3	0.004	2	0.003		

# \*Report continued...

Involuntary Separations	Involuntary Turnover Rate %	Retirements	Retirements Rate %	Number of Employees	
1	0.001	2	0.003	75,479	

#### \* Initial Selection Criteria

- ▼ Columns
  - Key Figures
- ▼ Rows
  - Org Unit

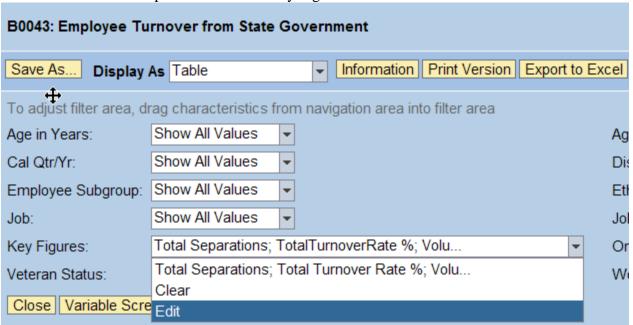
#### \* Additional Selection Criteria

- ▼ Free characteristics
  - · Age in Years
  - · Age Range
  - · Cal Mth/Yr
  - · Cal Qtr/Yr
  - Disability status
  - · Employee Group
  - Employee Subgroup
  - Ethnic Origin
  - Gender
  - Job
  - Job Branch
  - Job Family
  - Military Status
  - SOC Code
  - Vet: Discharge date
  - Vet: Non
  - Vet: Other Protected
  - Vet: Recently Separated
  - Vet: Special Disabled
  - Vet: Status
  - Vet: Vietnam Era
  - Work Schedule Rule

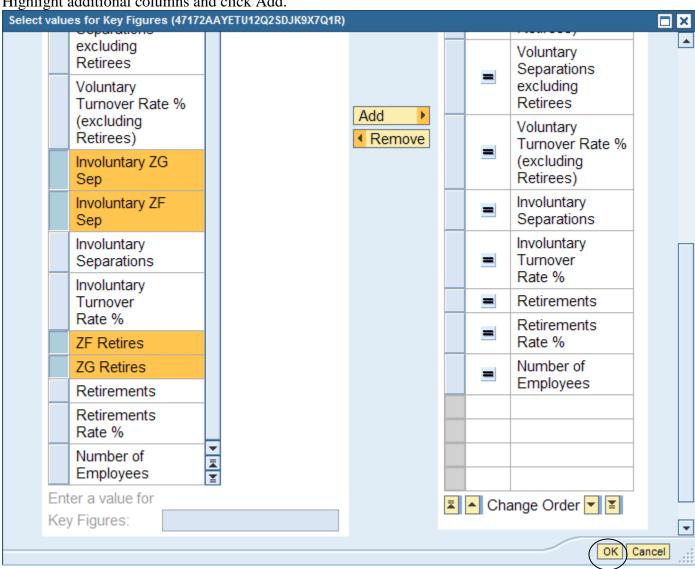
To unhide additional columns for validation, click Filter in the upper right hand corner of the report.



Select Edit from the drop down menu for Key Figures



Highlight additional columns and click Add.



Click Ok at the bottom of the dialog box.

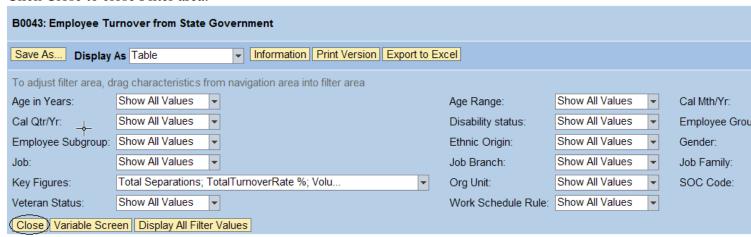
Report will update with additional columns added to the display.

Org Unit		Involuntary ZG Sep	Involuntary ZF Sep	Involuntary Separations	Involuntary Turnover Rate %	41	ZG Retires	Retirements	Retirements Rate %
20000000	State of North Carolina	1		1	0.001		2	2	0.003

Report continued..

Total Separations	Turnovor	Separations	Turnover Rate % (including	Separations excluding	Voluntary Turnover Rate % (excluding Retirees)	Number of Employees
3	0.004	2	0.003			75,479

Click Close to close Filter area.



- The initial report pulls from IT0000 Action (it looks for action types ZF Separation Pay/Continuation and ZG Separation, excluding Transfers). It calculates the number of separations for a specific month and gives you a percentage based on the number of separations divided by the total number employees in org unit. It also gives you the number of Voluntary, Involuntary and Retirement Separations separately for that period of time.
- 'Columns' shows the field selections that are displayed on the report.
- 'Free Characteristics' shows the additional field selections that can be dragged and dropped in and out of the report.
- Report jumps to B0043-1 Employee Separations from State Government report.

Action Type	Action Type Desc	Action Reason	Action Reason Desc	Separation Categories
ZF	SeparationPayContinuation(NC)	01	Retirement LEO Supplement	Retirement
ZF	SeparationPayContinuation(NC)	02	Reduction-In-Force Severance	Involuntary
ZF	SeparationPayContinuation(NC)	04	Separation ShortTermDisability	Involuntary
ZG	Separation (NC)	01	Better Employment	Voluntary
ZG	Separation (NC)	02	Personal Reasons	Voluntary
ZG	Separation (NC)	03	Involuntary Separation	Involuntary
ZG	Separation (NC)	04	Did Not Report	Exclude
ZG	Separation (NC)	05	Voluntary Resigned W/O Notice	Voluntary
ZG	Separation (NC)	06	Reduction In Force (RIF)	Involuntary
ZG	Separation (NC)	07	No Reason Given	Voluntary
ZG	Separation (NC)	08	Long Term Disability	Involuntary
ZG	Separation (NC)	09	Retirement	Retirement
ZG	Separation (NC)	10	Retirement Disability	Retirement
ZG	Separation (NC)	11	Contract Ended	Involuntary
ZG	Separation (NC)	12	Time-Limited Appt Term	Involuntary
ZG	Separation (NC)	13	Supplemental Appt Term	Involuntary
ZG	Separation (NC)	14	Appointment Ended	Involuntary
ZG	Separation (NC)	15	Not Re-Elected	Involuntary
ZG	Separation (NC)	16	Dismissed-Gross Inefficiency	Involuntary
ZG	Separation (NC)	17	Dismissed-Conduct	Involuntary
ZG	Separation (NC)	18	Dismissed-Unsat Performance	Involuntary
ZG	Separation (NC)	19	RIF-Prior to career status	Involuntary
ZG	Separation (NC)	20	Prior to achieving Perm status	Involuntary
ZG	Separation (NC)	21	Pay in lieu of notice	Involuntary
ZG	Separation (NC)	22	Death	Voluntary
ZG	Separation (NC)	23	Other	Voluntary
ZG	Separation (NC)	24	Terminate while on FMLA	Voluntary
ZG	Separation (NC)	25	Beacon to Non-Beacon Agency	Voluntary
ZG	Separation (NC)	26	Cancel Sep Pay Continuation	Exclude
ZG	Separation (NC)	27	Removal From Office - AOC Only	Involuntary
ZG	Separation (NC)	28	RIF Discontinue Service Retire	Retirement
ZG	Separation (NC)	29	Unavailable to work	Involuntary
ZG	Separation (NC)	40	115C Dismissal	Involuntary